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UNITED STATES DEPARTMENT OF COMMERCE
Office of the Secretary
Washington, D.C. 20230

March 1, 1984

General Counsel
84-00169

TO: All SEB Members

FROM: E. Larry Heacock, Executive Secretary

SUBJECT: Schedule for Resumption of SEB Activities

Proposals are due for delivery to the Government at noon on Monday, March 19, 1984. The afternoon of March 19 will be spent logging in the proposals and storing them in the documentation room. On Tuesday morning, March 20, the rat race begins! The SEB (as well as the TAC, BAC, LAC, and their various experts and consultants) will have to work full-time -- and doubtless some week-ends as well -- to achieve the schedule Secretary Baldrige has set. A copy of the evaluation schedule is attached.

A special meeting will be held on Tuesday morning, March 13, starting at 0900 hours to approve the detailed evaluation procedures which have been developed by the TAC, BAC, and LAC at their preparatory meetings. We will also review the evaluation schedule.

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